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Applying for an exemption permit for EU, EEA or Swiss nationals for entry in the register of craftsmen

Heruntergeladen am 17.06.2025

<https://fimportal.de/xzufi-services/100857726/L100010>

Modul	Sachverhalt
Leistungsschlüssel	99058065001000, 99058065001000
Leistungsbezeichnung I	Applying for an exemption permit for EU, EEA or Swiss nationals for entry in the register of craftsmen
Leistungsbezeichnung II	
Typisierung	3 - Bundesaufsichtsverwaltung: Regelung
Quellredaktion	Saarland
Freigabestatus Katalog	unbestimmter Freigabestatus
Freigabestatus Bibliothek	unbestimmter Freigabestatus
Begriffe im Kontext	
Leistungstyp	Leistungsobjekt mit Verrichtung
Leistungsgruppierung	Handwerk (058)
Verrichtungskennung	Erteilung (001)
SDG-Informationsbereich	Erlangung von Lizenzen, Genehmigungen oder Zulassungen im Hinblick auf die Gründung und

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	Führung eines Unternehmens
Lagen Portalverbund	Erlaubnisse und Genehmigungen (2010400), Befähigungs- und Sachkundenachweise (2010200)
Einheitlicher Ansprechpartner	Nein
Fachlich freigegeben am	21.12.2023
Fachlich freigegeben durch	Saarland Chamber of Crafts
Handlungsgrundlage	https://www.gesetze-im-internet.de/hwo/_9.html https://www.gesetze-im-internet.de/eu_ewrhvw_2016/BJNR050900016.html https://www.gesetze-im-internet.de/hwo/_9.html
Teaser	<p>Citizens of the EU, the EEA or Switzerland who wish to practice a craft requiring a license in Germany can, under certain conditions, have their professional experience or training and qualification certificates recognized in Germany.</p>
Volltext	<p>You must be entered in the Register of Craftsmen if you want to operate a craft requiring a license on your own or if you want to work as a company manager.</p> <p>This also applies if</p> <ul style="list-style-type: none"> • you want to carry out a significant part of a craft requiring a license independently • you want to carry out several trades requiring a license independently. In this case, you need to be entered in the register of craftsmen for each craft requiring a license <p>As a rule, you must provide proof of a master craftsman's examination or equivalent relevant qualification for entry in the register of craftsmen. For nationals of the EU, the EEA or Switzerland, there are special recognition regulations in this respect as part of a procedure for the granting of an exemption permit. In principle, you can obtain the exemption permit by having your training and qualification certificates</p>

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and/or professional experience recognized. The periods of professional experience to be proven can be shortened by providing proof of training in a trade. The exemption permit can be issued with conditions and ancillary provisions.

****Recognition of professional experience:****

For the recognition of professional experience, proof must be provided that you have carried out at least essential activities of the trade over certain periods of time. You must provide evidence of one of the following requirements regarding your professional experience, taking into account any training:

- You have worked continuously for at least 6 years as a self-employed or self-employed person or as a person in charge of a business. You have not ended your activity more than 10 years before submitting your application.
- You have been self-employed or self-employed for at least 3 consecutive years or have been responsible for a business. You have previously completed at least three years of training in the trade.
- You have worked continuously for at least 4 years as a self-employed or self-employed person or as a company manager or company manager. You have previously completed at least two years of training in the trade.
- You have worked as a self-employed person for at least 3 years without interruption and as an employee for at least 5 years. You have not ended your activity more than 10 years before submitting your application.
- You have held a managerial position in a company for at least 5 consecutive years. Of these 5 years, your work was characterized by technical tasks and responsibility for at least one department of the company for at least 3 years. You have also completed at least three years of training in the trade (does not apply to the hairdressing trade).

Recognition of practical professional experience is not possible if the aim is to work in a healthcare trade

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(optician, hearing aid technician, orthopaedic technician, orthopaedic shoemaker, dental technician).

****Recognition of formal professional qualifications:****

Recognition of formal professional qualifications documented by training certificates or certificates of competence is possible for all trades subject to licensing. The prerequisite is the acquisition of a corresponding qualification in an EU/EEA member state or Switzerland. In detail, the recognition regulations differentiate according to whether the profession or at least the training in the country of origin is also regulated or not. If the content of the training differs from that of the domestic reference qualification (master craftsman examination) or if the profession in the country of origin does not include essential activities that are the subject of the profession in Germany, participation in an adaptation period or taking an aptitude test may be considered at the applicant's discretion.

Note: Alternatively, professional qualifications can also be recognized on the basis of an equivalence assessment. This procedure is regulated in Section 50c of the Crafts Code (HwO) and applies regardless of nationality requirements and for all professional qualifications, regardless of where they were acquired.

Erforderliche Unterlagen

- Application for an exemption permit
- Proof of professional experience and/or proof of training and qualifications
- Certificate of activities carried out in the country of origin (so-called "EU certificate")

Voraussetzungen

You must be a citizen or national of a member state of the EU, the EEA or Switzerland and have the necessary professional experience or proof of training and qualifications.

Kosten

The specific fee can be found in the Chamber of Crafts' schedule of fees, which is available on the Chamber's website.

Verfahrensablauf

You must submit your application for an exemption permit electronically via the online procedure or in

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writing to your local Chamber of Skilled Crafts. Online applications are also available via administrative portals. The following procedural steps are involved:

1. **Application**

- Go to the website of your local Chamber of Skilled Crafts and download the application forms for an exemption permit. You are also welcome to contact your Chamber of Skilled Crafts directly and have the required documents sent to you
- Complete the forms in full and send them to your local Chamber of Skilled Crafts together with the required documents
- Alternatively, you can apply online via administrative portals

1. **Carrying out the administrative procedure for granting an exemption permit**

The procedure for granting an exemption permit checks whether the following criteria are met:

- Proof of professional experience has been provided
- Proof of training and qualifications are equivalent to the master craftsman's examination in the respective craft requiring a license

1. **Decision on application**

If the legal requirements are met, you will be granted an exemption. The exemption permit can be issued for an unlimited or limited period of time.

1. **Craft roll entry**

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	On the basis of a granted exemption permit, you can be entered in the craft register. Together with the notification of registration, the company receives the so-called craftsman's card (§ 10 Para. 2 HwO).
Bearbeitungsdauer	
Frist	
weiterführende Informationen	https://www.hwk-saarland.de/betriebsfuehrung/handwerksrolle/ https://www.hwk-saarland.de/betriebsfuehrung/handwerksrolle/
Hinweise	
Rechtsbehelf	
Kurztext	<ul style="list-style-type: none"> • Entry in the register of craftsmen with an exemption permit <ul style="list-style-type: none"> • Without a corresponding qualification (e.g. master craftsman's examination, etc.) in the craft requiring a license, entry in the register of craftsmen can be made on the basis of an exemption permit • Citizens of the EU, the EEA or Switzerland must also be entered in the register of craftsmen if they wish to practice a craft requiring a license as a standing trade in Germany, but can make use of special regulations for the recognition of professional experience or training and qualification certificates as part of an exemption permit procedure • The exemption permit can be issued with conditions and ancillary provisions, e.g. with a time limit or restriction • The application for an exemption permit and further information can be obtained from the local Chamber of Skilled Crafts in whose district the commercial establishment is located
Ansprechpunkt	
Zuständige Stelle	
Formulare	
Ursprungsportal	Beantragung einer Ausnahmegewilligung für Staatsangehörige der EU, des EWR oder der Schweiz

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zur Eintragung in die Handwerksrolle, Applying for an exemption permit for EU, EEA or Swiss nationals for entry in the register of craftsmen